COURT AUTOMATION COORDINATING COMMITTEE
A Subcommittee of the Commission on Technology

Thursday, May 23, 2013
1:00 PM - 2:30 PM

ARIZONA SUPREME COURT
1501 W. Washington
Phoenix, AZ 85007

Cisco
webex

AUDIO PHONE NUMBER: 1-602-425-3193
AUDIO ACCESS CODE: 7002#

MEMBERS PRESENT	MEMBERS ABSENT
Kip Anderson	Cathy Clarich
Julie Dybas	Rich McHattie
Mary Hawkins*	Patricia Noland
Donald Jacobson	Janie Randall
Phillip Knox *(Peter Kiefer, proxy)*	
Rona Newton	
Michael Pollard, *Chair*	
Paul Thomas	

GUESTS	AOC STAFF
Jennifer Gilbertson*, *Phoenix Muni Court*	Stewart Bruner, *ITD*
Rick Rager*, *Maricopa Superior Court*	Eric Ciminski, *ITD*
Myron Pecora*, *Pima Superior Court*	Mary Kennedy, *ITD*
	Bob Macon, *ITD*
	Christine Olea, *ITD*
	Renny Rapier, *ITD*
	Jim Scorza, *ITD*

* **indicates appeared by telephone**

CACC MEETING MINUTES

WELCOME AND INTRODUCTORY REMARKS
Judge Michael Pollard, Chair, called the Court Automation Coordinating Committee (CACC) meeting to order just after 1:00 p.m. After confirming that a quorum existed, the chair called attention to the minutes of the April 18, 2013 CACC meeting in members' packets.

MOTION: **A motion was made and seconded to accept the minutes of the April 18, 2013 CACC meeting as they appear in members' packets. The motion passed unanimously.**

Judge Pollard announced that Cathy Clarich will remain on CACC but as the representative for the Maricopa Clerk's Office since Rich McHattie has accepted a position in the Maricopa County CIO's Office. There should be two additional appointments to the Committee. The appointment letters will be finalized with Justice Bales over the next month.

PACC UPDATE
Rona Newton reported that no PACC meeting has taken place since the previous CACC meeting. Members discussed Rona's proposed approach to handling probation automation matters next year and agreed that continuing to poll Committee on Probation members for issues and providing quarterly updates at CACC would be sufficient. The initial quarterly update will take place in July.

REVIEW OF CHANGES TO MINDMAP THIS MONTH
Staff member Stewart Bruner informed members of changes to the e-Filing, JOLTSaz, and AZYAS portions of the map this month, stating that individual project managers will supply details in later agenda items. He also briefly mentioned the move of two estimated dates for functions that may or may not be contained in AJACS Release 3.10, according to Renny Rapier. The estimated dates were moved back due to AmCad's addition of two interim releases of 3.10, affecting the timeline for testing.

JOLTSaz/AGAVE/CAMMS DATE CHANGE
Rona reported a tentative new "go-live" date of July 1 with some contingencies that must be handled along the way to meet that date. Myron Pecora confirmed that all issues from the February 19 failed conversion have been resolved and tested. Rona cautioned that if the July 1 date is missed, another window does not open until at least a month later, during which time a key technical resource will have departed.

Bob Macon brought members up to date on the replacement of University of Cincinnati's vendor for AZYAS following termination of the contract with Red Cedar. A contract has now been signed with Dewpoint and work is underway on addressing 70 outstanding defects. Based on current conditions, Bob has revised his estimated date for the end of development to July 31. In response to a question, Bob stated that AZYAS Phase III is still planned but currently lacks AOC resources for working on it.

MESA LV CMS IMPLEMENTATION UPDATE
Paul Thomas, court administrator for Mesa Municipal Court, brought members up to date on the Large Volume (LV) Case Management System (CMS) replacement project, including progress of development, data conversion, and testing in preparation for adoption of AJACS 3.10. He

provided some vital statistics about the aggressive effort: 2100-plus business requirements being worked on by 35 developers 6 or 7 days each week for a total of 13,934 hours of effort. Only 3500 development hours and 1050 quality assurance hours remain. Paul also described the regular communications events taking place with both AmCad and AOC representatives as well as their frequency. While the delivery date for the final production code has slipped to July 17 in order to provide two additional iterations to ensure financials are complete, Paul remains confident the overall project will complete on the revised schedule.

Mary Kennedy, AOC's Software Release Manager, explained that the vast majority of enhancements are coming at no cost since AmCad has determined that those will benefit their base product offering. She also explained the relationship between the LJ work and the GJ enhancements being requested by the steering committee. Rona added that GJ courts continue to be frustrated that AJACS reports are still not providing the detail needed by courts. Stewart indicated that Karl is investigating the specifics of allegations about non-functional reports as a result of indications from IT strategic plan inputs.

eFILING UPDATE
Staff member Stewart Bruner, speaking on behalf of Amy Wood, the AZTurboCourt eFiling Program Manager, walked members through the changes made to the MindMap to reflect the specific project tasks for two software releases that will take place during the two-year contract extension period. Myron Pecora clarified the business processes that would be enabled or improved by the upgrades in Pima. He also provided a preliminary timeline for testing and implementation of the Release 1 changes affecting Pima Superior Court. Stewart clarified Jim Price's new role versus Amy Wood's role.

POST-IMPLEMENTATION REPORTS
No implementations since the previous meeting were reported.

PREPARATION FOR CHAIRMAN'S REPORT TO COT
Members reviewed a draft of the presentation to COT bullet by bullet and discussed the implications of items it contained. Stewart reminded members that a "reserved pool of funds" for AJACS enhancement requests is proposed to COT as part of the CACC report each year. GJ CMS project manager Renny Rapier explained the recent desire of steering committee members to divert unused development funds to AJACS-support-related activities. Renny also pointed out that a portion of FY14 funding is already committed to pay for FY13 development costs not yet billed. Members debated the appropriateness of using vendor development funds for reimbursement of the travel expenses when so much pressure exists on individual courts to remain within the scope of the purpose of their funds. Renny stated that the steering committee is willing to detail an equitable reimbursement strategy for attendees of AOC-sponsored user groups, meetings, and training activities, but not in time for the COT meeting. They are requesting that COT consider allocation of some portion of the FY14 development funds to other support-related items as will be detailed by a formal plan to be presented later.

MOTION: A motion was made and seconded to recommend that COT allow future use of GJ CMS development funds to reimburse AJACS CMS-related travel for AOC-

sponsored user groups, meetings, and training activities. The motion failed to pass with 2 "yes" votes and 6 "no" votes.

As a result of the failure to pass, the CACC presentation will only contain a recommendation for further funding for development activities, as in previous years.

<u>ITEMS OF OLD OR NEW BUSINESS</u>
No items of old or new business were raised.

The next meeting will take place in **Room 230** of the **State Courts Building** on **June 13, 2013 at 10 AM**.

The meeting adjourned at 2:25 p.m.